

Administrative Order



Administrative Order No.: 4-90

Title: Organization and Operating Procedures of the Metropolitan Dade County Stormwater Utility

Ordered: 9/15/1992

Effective: 9/15/1992

AUTHORITY:

Article IV of Chapter 24 of the Code of Metropolitan Dade County.

POLICY:

This Administrative Order prescribes the organization and operating procedures of the Metropolitan Dade County Stormwater Utility.

GOVERNING BODY:

The governing body of the Metropolitan Dade County Stormwater Utility (hereinafter also referred to as the Utility) is the Board of County Commissioners of Dade County.

PURPOSE:

The Utility is authorized to assess and collect utility fees from all residential and nonresidential developed property in unincorporated Dade County sufficient to plan, construct, operate and maintain public stormwater management systems.

FEES:

The current utility fees are set forth in Administrative Order 4-87 as approved by the Board of County Commissioners on August 22, 1991, with an effective date of October 1, 1991. Any subsequent revisions to the utility fee schedule shall be subject to approval by the Board of County Commissioners.

ADMINISTRATION AND OPERATION:

The County Manager is responsible for the administration and operation of the Utility. Various Departments of the County provide Stormwater related services for the utility, subject to the supervision of the County Manager. The County Manager's

responsibility includes, but is not limited to the following:

1. The County Manager is responsible for and has the overall authority over the administration, management and operation of the utility.
2. The County Manager is responsible for the review and approval of all items related to, or funded by the Stormwater Utility, which require the review and approval of the Board of County Commissioners.
3. The County Manager is responsible for all Stormwater Utility items that require coordination with other County departments, municipalities, State and Federal agencies.
4. The County Manager is responsible for the coordination and preparation of the Utility Budget.
5. The County Manager is responsible for the coordination and establishment of annual work programs for capital improvements, local drainage, maintenance of secondary canals and stormwater infrastructure.

SUPPORT STAFF:

The Department of Environmental Resources Management (DERM) shall provide the following utility support services:

1. DERM, through its Stormwater Utility Section, shall provide customer service support, accounting, billing coordination with the Miami-Dade Water and Sewer Authority Department (WASAD), billing services for non-WASAD accounts and drainage complaint support.
2. DERM, through its Water Control Section, shall provide environmental, hydraulic and hydrological engineering technical support.
3. DERM, through its Stormwater Monitoring and Evaluation Section, shall coordinate compliance with EPA National Pollutant Discharge Elimination System (NPDES) County and Municipal Permit requirements. This shall involve the testing and monitoring of stormwater discharges into surface waters, and other environmental technical requirements mandated by EPA regulations. DERM shall provide such testing and monitoring of stormwater

discharge for municipalities and other public entities, pursuant to Interlocal Agreements as approved by the Board.

4. DERM shall provide Geographical Information System and Computer Aided Design support services, including the collection of data and mapping.
5. DERM shall prepare and submit the annual budget request for DERM utility funded activities to the County Manager.

The Department of Public Works (DPW) shall provide the following utility support services:

1. DPW shall maintain all secondary (County) canals.
2. DPW shall maintain stormwater infrastructure, shall provide required local drainage installation services and shall be responsible for the maintenance of all associated equipment and vehicles.
3. DPW shall provide construction management services for stormwater capital projects.
4. DPW shall prepare and submit the annual budget request for the DPW Utility funded activities to the County Manager.

The Miami-Dade Water and Sewer Authority Department (WASAD) shall provide the following utility support services:

1. WASAD shall provide administrative and operations billing services for the stormwater utility, pursuant to the Memorandum of Agreement dated December 24, 1991.
2. The WASAD billing and collection service shall be utilized for collecting stormwater utility fees for parcels within the WASAD service area. WASAD

shall include the utility fee as a line item on their monthly or quarterly bills.

This Administrative Order is hereby submitted to the Board of County Commissioners of Dade County, Florida.

Joaquin G. Aviñó, P.E., P.L.S.

County Manager